

# TOWN OF PALM BEACH

Information for Town Council Meeting on: May 8, 2018

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To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Jay Boodheshwar, Deputy Town Manager

Re: Amendment of Town Code, Relative to Appointive Administrative Officers  
**Ordinance No. 09-2018**

Date: April 30, 2018

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## **STAFF RECOMMENDATION**

Staff recommends that Town Council approve the first reading of Ordinance No. 09-2018, amending Chapter 2, Administration, of the Town Code of Ordinances at Article III, Officers and Employees.

## **GENERAL INFORMATION**

Shortly after the appointment of Town Manager, Kirk Blouin, at the February 2018, Town Council meeting, he began working with Deputy Town Manager (DTM), Jay Boodheshwar, to evaluate the organizational structure of the Senior Management Team. It was determined that the Town would benefit from an expanded role of the Deputy Town Manager, to include a reporting model that included direct supervision of all non-public safety departments. This would permit the Town Manager position to function more like a CEO and the Deputy Town Manager as a COO.

The attached organizational chart includes direct supervision responsibility of the DTM for Public Works, Recreation, Human Resources, Finance, Planning, Zoning & Building, and Information Technology. The Town Manager would retain direct supervision of Police, Fire-Rescue and the Offices of the Town Manager and Town Clerk. In order to formalize the new reporting structure, modifications to the Town Code are necessary. The attached ordinance deletes the Director of Public Safety position, re-establishes the Police and Fire-Rescue Chief positions and deletes the requirement that the Public Works Director report directly to the Town Manager.

## **TOWN ATTORNEY REVIEW**

Ordinance No. 09-2018 was prepared by and approved by the Town Attorney for legal form and sufficiency.

Attachments

Cc: John Randolph, Town Attorney  
Department Directors  
Charles Kapachinski, IT Manager